



Serving Communities and Families

SFC 2.3 Describe health and safety concerns relating to community and family services.

Brochure- Authentic Assessment

Activity 15-Assessment

Students will:

- develop a brochure that identifies workplace health & safety policies and procedure.
- choose from a list of workplaces.
- address 4 of the 5 categories in the brochure.
- be evaluated on their brochure by a qualified adult.

List of Workplaces

The teacher will develop a list of workplaces from the community to include day care, nursing home, meals on wheels program, homeless, crisis shelter, etc.

Categories

Categories to be addressed in the brochure must include 4 of the 5 following.

- Dress/ Appearance
- Emergencies procedures
- Privacy/ Confidentiality
- Work habits
- Personal work ethics

Rubric for Assessment

The finished brochure will be evaluated by the student using the accompanying rubric. Then, it will be taken to a qualified adult for evaluation or e-mailed. (This would be someone working in that field.)

Brochure Rubric

CATEGORY	(4) Excellent	(3) Good	(2) Almost	(1) Not Yet
Attractiveness & Organization (Organization)	The brochure has exceptionally attractive formatting and well-organized information.	The brochure has attractive formatting and well-organized information.	The brochure has well-organized information.	The brochure's formatting and organization of material are confusing to the reader.
Content - Accuracy (Ideas)	The brochure has all of the required information (see checklist) and some additional information	The brochure has all of the required information (see checklist).	The brochure has most of the required information (see checklist).	The brochure has little of the required information (see checklist).
Writing - Mechanics (Conventions)	All of the writing is done in complete sentences. Capitalization and punctuation are correct throughout the brochure.	Most of the writing is done in complete sentences. Most of the capitalization and punctuation are correct throughout the brochure.	Some of the writing is done in complete sentences. Some of the capitalization and punctuation are correct throughout the brochure.	Most of the writing is not done in complete sentences. Most of the capitalization and punctuation are not correct throughout the brochure.
Graphics/Pictures	The graphics go well with the text and there is a good mix of text and graphics.	The graphics go well with the text, but there are so many that they distract from the text.	The graphics go well with the text, but there are too few.	The graphics do not go with the accompanying text or appear to be randomly chosen.
Sources	There are many citations from a variety of sources	There are some citations from a variety of sources	There are a few citations accurately listed on the	Incomplete citations are listed on the brochure

	accurately listed on the brochure.	accurately listed on the brochure.	brochure.	
--	--	--	-----------	--